



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario P0G 1C0

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Letter to Building Industry

Good Morning,

You may be following the Township of McKellar's response to the COVID-19 outbreak and the closing of all municipal buildings until April 6, 2020. In light of these closures the Building Department will be taking the following precautions for our staff to ensure that building efficiencies can continue on within the area.

Plans Submission:

During this time, we ask that all Submissions be submitted electronically to (cbo@township.mckellar.on.ca) **OR** through by using the drop box outside the doors of the Municipal Office. During this time building permit fees will only be accepted by cheque.

Code Related Inquires:

During this time, we ask that all code related inquires be restricted to email or Phone. If a site inspection is required through these discussions, staff will follow the same procedures as noted under the Inspection request section.

Inspection Request:

The Ontario Chief Medical Officer of Health is stating that the next few weeks are critical in terms of slowing the spread of COVID-19. In order to maintain our current inspection program and to maintain the recommended protocols for social distancing, the building department will be imposing the following conditions:

1. Worksites shall be limited to no more than 4 employees inside the building during the requested inspections
2. Any sites where a worker is ill or has been out of the country within the last 14 days will not be inspected.
3. All required inspection papers (i.e. truss drawings) shall be submitted electronically in advance

Note for enclosed inspections, such as insulation, heating, occupancy or final, Inspectors will be qualifying the site with the conditions 1 and 2 above. If any of these conditions are not satisfactory to the Inspector an inspection will not be available for a minimum of 14 days. If an inspection is needed to finalize or advance a permit, the building department will review any acceptable Engineer or Architectural report for its compliance with the related item toward the building code.

Through these measures we hope to ensure that all Job sites within McKellar remain safe for both onsite workers and transient staff and help limit the transfer of COVID-19.

If you have any questions or concerns please feel free to contact the individual below.

Thanks,

Chris Bordeleau, CBCO | Chief Building Official
Township of McKellar, 701 Highway 124
(705) 389-2842